

**SUMMARY OF THE
REGULATORY COORDINATION COMMITTEE MEETING
MAY 29, 2002**

The Regulatory Coordination Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met on Wednesday, May 29, 2002, at 12:00 a.m. Eastern Daylight Time (EDT) via teleconference. Chairperson Kevin Coats of the US Army Corps of Engineers led the meeting. A list of action items is given in Attachment A. A list of participants is given in Attachment B. The purpose of the meeting was to address items of importance identified in the meeting agenda.

INTRODUCTION

Mr. Coats called the meeting to order and took attendance. He welcomed new member Sharon Dahl to the teleconference and introduced everyone.

REVIEW OF PREVIOUS MINUTES

The minutes from the teleconference held on April 26, 2002, were reviewed and approved as amended.

RECAP OF ITEMS RECENTLY SUBMITTED FOR INFORMATION/COMMENT

Mr. Coats reviewed the documents sent to members on the following topics:

- NELAC Restructuring news bulletin
- NELAC 8 Committee Session Agenda for July 11, 2002
- Data quality legislation and OMB guidelines
- Proposed Changes to the NELAC Constitution and Bylaws
- Notification of the new NELAC website

COMMITTEE MEMBERSHIP

Mr. Coats noted that there are still two vacancies on this Committee and that he is in the process of contacting those individuals previously suggested. Mr. Coats requested that any further suggestions for members be either forwarded to him or be contacted directly.

COMMITTEE BUSINESS:

Annual Regulatory Survey

Mr. Coats reviewed the process that has been used to perform the annual regulatory survey by accessing the EPA portion of the University of Massachusetts website which contains a database of proposed, interim, and final EPA federal rules and any items of interest to NELAC, such as newly promulgated test methods or newly regulated analytes, contaminants, or action levels. Mr. Coats offered to produce an initial draft of this information and then have the members review the abstracts and advise him in what to report to the Board of Directors as to why this would be of interest and

what should be done with the information.

Mr. Coats asked whether or not a regulatory survey for NELAC should include some perspective on the state regulations, since NELAC is implemented at the state level. The members were in agreement that it should include perspective on the state regulations. Mr. Coats asked for help in determining websites and other sources that deal with state regulations. It was suggested that there be one contact person per state for this project. This topic will be put on a future agenda for further discussion.

“Pilot” for Comments on Proposed Regulations

The role this Committee could play in terms of making comments on proposed environmental regulations for NELAC had been discussed at the last teleconference. Mr. Coats had proposed at that time that a “pilot” regulation/rule be selected to determine how NELAC comments would be generated and then processed for approval by the NELAC Board, and forwarded as reflecting a “NELAC position” on a particular matter. The three proposed rules were:

- (1) The final rule which was withdrawn last year by the EPA which updated the tables of promulgated approved test methods for the Safe Drinking Water and Clean Water Act (this assumes this rule has again been issued for comment);
- (2) Establish a NELAC position on the fact that new revisions of SW-846 methods will not be promulgated; and
- (3) DOT regulations that define environmental samples preserved to pH less than 1.96 as hazardous for purposes of shipping.

Mr. Coats emphasized that it is important to get approval from the Board and the NELAC Chair before moving forward with this plan. He will contact Silky Labie.

Model Legislative Language Survey

It had been proposed at the last teleconference that the states should be surveyed as to their needs for supplementary model rules and that this survey be done in conjunction with the survey planned by the EPA, which will question the states as to their NELAP accrediting authority status. Mr. Coats asked that each member submit one or two survey questions that would be essential in helping this Committee to understand how it should go forward with any additional legislative models. In addition to surveying the states for any legislative language needed that currently doesn’t exist, this Committee would like to survey them as to their opinion of the model legislative language that is currently posted on the website.

Mr. Coats suggested a future survey be used to ascertain how the various federal agencies are implementing NELAP. Mr. Coats offered to draft a survey questions to be used.

OTHER BUSINESS

Mr. Clemons called the members attention to an article submitted for publication to the Environmental Laboratory Washington Report on May 21, 2002, entitled “Institute for National Environmental Laboratory Accreditation Plans to Develop Laboratory Accreditation Standards.” Mr. Coats forwarded this article to all members for their review. This article discusses the Institute for

National Environmental Laboratory Accreditation's (NELA) plans for developing standards for the restructured NELAC. Discussion ensued regarding the contents of this article.

FUTURE TELECONFERENCES

It was agreed that the next teleconference will be held Thursday, June 13, 2002, at 11:00 a.m. EDT.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned.

ACTION ITEMS
REGULATORY COORDINATION COMMITTEE MEETING
May 29, 2002

Item No.	Date Proposed	Action	Date to be Completed
1.	05/29/02	Mr. Coats offered to produce an initial draft of the regulatory survey.	ASAP
2.	05/29/02	Mr. Coats will check with Silky Labie regarding this committee providing comments on proposed federal or state regulations.	06/13/02
3.	05/29/02	Mr. Coats asked that each member submit one or two survey questions that would be essential in helping this committee to understand how it should go forward with any additional legislative models.	06/13/02
4.	04/26/02	Regulatory Survey.	NELAC 8i
5.	04/26/02	Ascertain need for revision to existing model rule or for additional model rules.	Before NELAC 8
6.	04/26/02	Coordinate with other NELAC committee chairs in Tampa for assignment of tasks.	At NELAC 8
7.	04/26/02	Discuss Regulatory Committee role as commenting on proposed EPA rules for NELAC with NELAC Board of Directors.	Before NELAC 8

**PARTICIPANTS
REGULATORY COORDINATION COMMITTEE MEETING
May 29, 2002**

Name	Affiliation	Address
Kevin Coats, Chair	US Army Corps of Engineers	T: (402) 697-2563 F: (402) 697-2595 E: kevin.h.coats@usace.army.mil
David Bottrell (Absent)	US Department of Energy	T: (301) 903-7251 F: (301) 903-7613 E: david.bottrell@em.doe.gov
Eddie Clemons, II	Xenco Laboratories	T: (281) 589-0692 F: (281) 589-0695 E: eddiec@xenco.com
Sharon Dahl	Minnesota Dept. of Health	T: (612) 676-5243 F: (612) 676-5317 E: Sharon.dahl@health.state.mn.us
Bennett Osborne (Absent)	Oregon Environmental Lab. Assoc.	T: (541) 863-2680 F: (541) 863-6199 E: beno@urcmail.net
Susan Smith	CHIPPM-Eur Dept. of Laboratory Sciences	T: (637) 186-7771 F: (637) 186-7054 E: susan.smith@cpe.amedd.army.mil
Ilona Taunton	TestAmerica Incorporated	T: (828) 258-3746 F: (828) 258-33973 E: itaunton@testamericainc.com
Kim Watson (Absent)	Stone Environmental, Inc.	T: (802) 229-2196 F: (802) 229-5417 E: kwatson@stone-env.com
Gabrielle Porath (Contractor Support)	Anteon Corporation	T: (702) 731-4150 F: (702) 731-4027 E: gporath@anteon.com